

**2015**  
**Public Health - Seattle & King County**  
**TEMPORARY FOOD SERVICE APPLICATION**

Apply on-line at <http://www.kingcounty.gov/healthservices/health/ehs/portal.aspx>

**TYPE OR PRINT LEGIBLY - DUE AT DISTRICT OFFICE AT LEAST 14 DAYS PRIOR TO EVENT**

\$281 _____ \$55 _____ \$50 _____ \$100 _____ \$ _____	6210 (P/E) 6220 (P/E)	<b>Temporary Event Permits</b>  <b>Limited Temporary Event Permits/Sampling</b> (Sampling does <u>not</u> include raw oysters, raw milk, melon or cooking raw meat/poultry/fish.)  <b>Late Fee</b> , application made 3-5 days prior to the event. <b>Late Fee</b> , application made 1-2 days prior to event must be submitted in-person and requires supervisor approval.  <b>Total</b>	<b>For Office Use Only</b>  Permit No. (Service Request No.)  Inspection Code (District)  (Account Rec. ID)  Invoice No.
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**1. Name of Booth:** \_\_\_\_\_ **Contact Person:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**2. Event:** \_\_\_\_\_ **Event Coordinator:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Event Location:** \_\_\_\_\_ **City:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**Event Dates:** \_\_\_\_\_ **Event Hours:** \_\_\_\_\_ **Is this your first time at this event?** ☐ Yes ☐ No

**3. Prep Kitchen.** All advance food preparation and storage must be done in an approved kitchen facility. No home storage or preparation of food is allowed. Indicate below where food will be stored and/or prepared?

**Kitchen Name:** \_\_\_\_\_ **Contact Person:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**4. MENU and PREPARATION PROCEDURES:**

a) Check all food preparation procedures that will be done in advance at the **PREP KITCHEN**.

FOOD Include beverages and condiments	thaw	cut/ assemble	cook/ bake	cool	cold holding	reheat	hot holding	portion/ package	storage
1.									
2.									
3.									
4.									

b) Check food preparation procedures that will be done at the **EVENT**:

FOOD Include beverages and condiments.	cold holding	cook/ grill	reheat	hot holding	assemble	other
1.						
2.						
3.						
4.						

**NOTE:** Use a separate sheet of paper if you are unable to fit all of your menu items onto this form.

**5. Keep Foods Hot or Cold.** Potentially hazardous food must be at 41 °F or below, or 135 °F or greater. Checkmark equipment that will be used.

**Cold holding:**    ☐ refrigerator    ☐ refrigerated truck    ☐ refreezable ice/cooler  
                         ☐ dry ice/cooler    ☐ drained ice    ☐ other: \_\_\_\_\_

**Hot holding, reheating or cooking:**

☐ hot case    ☐ oven    ☐ BBQ    ☐ gas grill    ☐ wok  
☐ steamer    ☐ stove    ☐ steam table    ☐ other: \_\_\_\_\_

**6. Booth.** Overhead cover must protect the interior of the booth from dirt and weather. Floors must be made from a cleanable material, not grass or dirt. All food, utensils, and paper products must be stored off the ground. **All activity and food storage must fit inside the booth.**

**ADDITIONAL REQUIREMENTS:**

- ✓ **Hand Washing.** Provide a gravity flow handwashing facility in your booth. This consists of an insulated container with a spigot that can lock in open position – capacity of 5 gallons or more filled with warm water about 100°F, a tub or bucket for waste water, pump soap and paper towels. Check the handwash facilities throughout the day and refill when needed. **WASH HANDS FREQUENTLY!**
- ✓ **No Bare Hand Contact with Ready-To-Eat Foods.** Use barriers like tongs, bakery papers or gloves. Workers with symptoms of diarrhea, vomiting, jaundice, or sore throat with a fever cannot work.
- ✓ **Sanitizer.** Provide sanitizer solution for wiping cloths. Mix one teaspoon of chlorine bleach per gallon of water.
- ✓ **Thermometer.** A digital stem thermometer is required. Check temperatures of potentially hazardous food frequently.
- ✓ **Sneeze Guard.** Foods prepared, cooked or displayed on the front counter must be protected with a sneeze guard.
- ✓ **Food Worker Cards.** Have copies of food worker cards in the booth.
- ✓ **Left Overs.** Hot food must be discarded at the end of the day. Cooling of food at the event or in the booth is not allowed.
- ✓ **Waste Water.** Pour wastewater into a sanitary sewer. Do not discharge waste water into storm drains or on the ground.
- ✓ **Employee Restrooms.** Provide restrooms for your employees. Restrooms must have hand sinks with hot and cold running water. Wash hands before returning to the booth. Portable toilets are not allowed, unless portable hand washing facilities with hot water, soap and paper towels are provided.
- ✓ **Dish Washing.** For one day events, bring extra utensils and food equipment to change out as needed. Provide plumbed dishwashing facilities if the event is more than one day. Soap, sanitizer, and sink drain plugs must also be provided. Dish tubs are not acceptable.

**YOUR APPLICATION MUST BE RECEIVED AT LEAST 14 DAYS PRIOR TO THE EVENT. APPLICATIONS RECEIVED LESS THAN 1-2 DAYS PRIOR TO THE EVENT MAY NOT BE APPROVED OR THE MENU MAY BE RESTRICTED. ONCE THE APPLICATION IS APPROVED, NO CHANGES MAY BE MADE WITHOUT APPROVAL.**

Completing this application does not constitute approval to operate. An inspector will contact you prior to issuing a permit.

\_\_\_\_\_  
Signature of Operator

\_\_\_\_\_  
Health Officer

Verified permit and operational information with \_\_\_\_\_ Date: \_\_\_\_\_

**Please submit your application to**

<b>EASTGATE</b>	<b>DOWNTOWN SEATTLE</b>
14350 S.E. Eastgate Way	401 - 5 <sup>th</sup> Avenue, Suite 1100
Bellevue , WA 98007	Seattle, WA 98104
(206) 477-8050	(206) 263-9566